



School Improvement Liverpool  
Supply Agency

# Working with us - NQT's





SIL Supply Agency provides effective cover to schools for a range of absences and work with professionals at all stages of their career.

Whether that's supporting Newly Qualified Teachers (NQT's) as they enter the profession or helping a Senior Leader find their next role, SIL Supply Agency are able to match you with a range of relevant and inspiring opportunities throughout Merseyside.

We work with school partners on a wide range of vacancies including:

- Short term and daily supply
- Long term (including long term absence cover and maternity cover)
- Temporary to permanent roles

*Within the last six months, more than 50% of our active candidates have secured permanent roles through us.*

As part of the School Improvement Liverpool family we have a vested interest in supporting local teachers and local schools.

We are part of the *REC Audited scheme*, holding the *gold standard* for REC Audited Education accreditation. This professional code has been created by industry stakeholders in order to promote good practice and ensure members conduct their business ethically.

We are also a *named supplier on Crown Commercial Service's Procurement Framework* for supply teachers. In partnership with the DfE, the framework provides greater transparency in terms of costs for schools and ensures agencies adhere to a consistently robust approach to safeguarding.



Crown  
Commercial  
Service  
Supplier

## What is supply teaching?

Supply Teachers provide schools with a flexible solution to covering both short-term and long-term absences.

Whether you are covering for a day due to a sickness absence or covering for a Maternity absence for two terms, supply teachers play a vital and valued role within education.

You can choose when and where you want to work depending on your preferences. Supply teachers can work on a more casual basis or take on long term, part time or full time roles depending on the nature of the absence.

## Will it suit me as an NQT?

It is becoming increasingly common for Newly Qualified Teachers to start out as supply teachers before gaining their first permanent position. Supply teaching allows you to teach in a range of different schools, build up your experience and network.

Many of our candidates go on to receive permanent employment through developing relationships with different schools as a supply teacher, meaning it can be a great stepping stone to your future career path.

Whilst working as a supply teacher you can expand and develop your skillset by teaching within a range of different classroom environments. No two schools are the same and by developing your CV as a supply teacher you can stand out to potential employers as a versatile teacher who is able to cope with the challenges of working in different environments.

## Why choose us?

We offer a personal approach to matching your career aspirations to our range of live vacancies, taking into consideration the things which are important to you – including pay, location, type and length of placement.

We offer benefits such as:

-  **Competitive pay** based on experience and placement requirements
-  Ongoing **communication** during your placement and feedback to help you improve your **CV** and **interview skills**
-  Access to free quality assured **training** and **CPD** delivered by experienced professionals
-  **PAYE model**, so there's **no extra charges** or **surprise umbrella fees!**

## How to register with SIL Supply Agency

Complete our online registration form at [www.schoolimprovementliverpool.co.uk/Candidate-Registration](http://www.schoolimprovementliverpool.co.uk/Candidate-Registration) or send your CV to [supply@si.liverpool.gov.uk](mailto:supply@si.liverpool.gov.uk) with a brief outline of what you are looking for.

Once we have received your details one of our consultants will be in touch to discuss your application and what happens next.

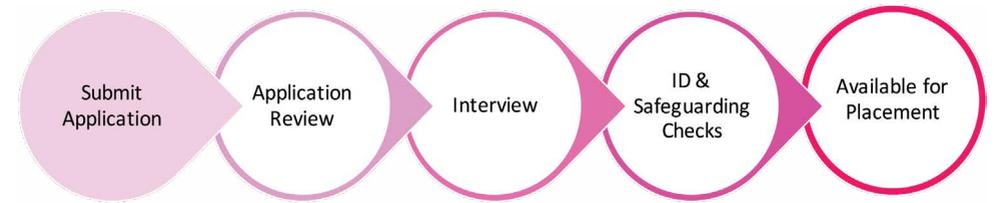
We will then invite you in for a face-to-face interview. If all goes well, we will then complete a number of background checks that are needed to clear you ready for work. We will then contact you as soon as a suitable position becomes available.

You will receive ongoing support from our dedicated team in order to help you find your ideal teaching role. We will maintain contact with you, ensuring that your preferences are being met and that you are happy within the roles that you receive.



*Scan me*

## How it works



***We complete the following steps and checks (as part of the registration process):***

- A full, in-person interview conducted by an experienced, fully trained consultant
- Professional references commenting on safeguarding and educational practice
- Eligibility to work in the UK
- Identity and 2 proofs of address check
- Confirmation of qualifications
- Teacher Reference Number (for teaching staff)
- Full Enhanced DBS (Criminal Records Check)
- Barred List check
- Disqualification by association check (where appropriate)
- Prohibition list (for teaching staff)
- Medical health check

***If applicable, the following checks will also be administered:***

- Overseas Police Clearance

## Can I complete my induction or part of it as a supply teacher?

If you are an NQT, we can find you a placement that will support you towards completing a successful induction. As long as the placement lasts for at least one term, or the equivalent of 65 days, then you can complete part or all of your induction depending on the length of the placement.

*As a Newly Qualified Teacher completing your induction you will:*

- Have a **10% reduction in your timetable**
- Be **allocated an induction tutor**. Typically a senior member of staff in the school who will have had the opportunity of training to support your induction. You **may also be allocated a mentor** to offer support and guidance on a more informal basis
- Be expected to **teach only in the phase or subjects** for which you have been trained or applied for
- Have **access to a comprehensive programme of professional development opportunities** to suit your needs
- Receive **regular feedback** and **support on your performance** through a structured programme of monitoring and discussion to help you to reach the induction standard
- Receive **10% planning, preparation and assessment time**

## How do I apply for my DBS?

As part of our recruitment process, all candidates working for SIL Supply Agency will be required to have an Enhanced DBS check. If you require a new DBS check, as a registered umbrella company we can support you with this. The cost of this service is £44.

If you already have a DBS check and are registered with the update service, we can go online, with your consent, and carry out a free, instant check to find out if the information released on the DBS certificate is current and up-to-date.

### *DBS Update service*

When you apply for a DBS check through SIL: Supply, you will receive a copy of your certificate and you will also be advised to register online for the DBS update service.

The update service aims to put you in greater control of your information and allows you to re-use your DBS certificate when applying for similar jobs. You'll be able to take your DBS certificate from one job to the next, unless:

- an employer asks you to get a new certificate
- you need a certificate for a different type of 'workforce' (for example, you have an 'adult workforce' certificate and need a 'child workforce' certificate)

### *How to register*

- You can register online for the 'Update Service' when you apply for a DBS certificate using your application reference number (the 'form ref' on your application form) or within 30 days of DBS issuing one (you'll need the certificate reference number)
- Registration lasts for 1 year and costs £13 per year

## Success Stories

**I've been working for SIL Supply since April 2019, and felt the team really understood my career aspirations. Having been a secondary school teacher since 2000, I took the plunge to follow my dream to retrain in primary after speaking to Paul. I have had plenty of repeat work, as they place the 'right people in the right jobs!' I have now been lucky enough to have secured a contract in a placement school. I know this wouldn't have been possible without the support of SIL Supply. It comes as an extra bonus that they pay very good rates too! - Victoria**

**I have always experienced a first class service from SIL Supply Agency. The team are professional, extremely helpful and efficient. They are always on hand and offer continuous support throughout your placement. I cannot praise them enough. Without them I would not be in the position I am in today, and I would highly recommend them. It's truly a pleasure working with you guys, thank you. - Sharon**

**After registering in September 2017, an initial two week placement led onto an incredible opportunity and two years of full time teaching. The team keep you extremely well informed of any opportunities which suit the strengths of both experienced teachers and those who are at the beginning of their careers. SIL Supply is quite unique. Alongside my own personal experience and that of colleagues across the city, the support provided by SIL Supply Agency is second to none. - Alan**

## Get in touch

We can help assist you through the job hunting process and provide support with any problems that you may encounter whilst working as a supply teacher.

Remember you can choose to work as a little or as often as you want to whilst searching for a permanent position.

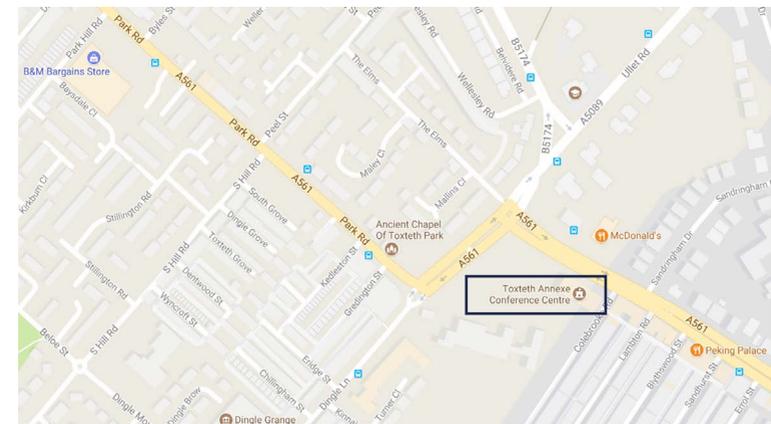
Our team are available from 7.30am – 5.00pm, Monday to Friday, in order to help answer your queries.

Telephone Number – 0151 233 3949

Email: [supply@si.liverpool.gov.uk](mailto:supply@si.liverpool.gov.uk)

Web: [www.schoolimprovementliverpool.co.uk/supply](http://www.schoolimprovementliverpool.co.uk/supply)

Our physical address is: Toxteth Annexe Conference Centre, Aigburth Road, Liverpool, L17 7BN (opposite McDonalds).



**\*\*Due to Aigburth Road being a dual-carriageway, it is not possible to turn from Ullet Road directly into the grounds of Toxteth Annexe Conference Centre. Travel down Aigburth Road to the traffic lights at the junction of Aigburth Road, Chetwynd Street and Parkfield Road, then make a u-turn back up Aigburth Road\*\***



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